



Request for Program/Budget Addition

Fiscal Year 2025-2026

Return to the Director of Finance & Operations

(attach additional documents if more room is needed)

Please detail the vision of your proposal below:

Add a Family Engagement Navigator at Jefferson Elementary to strengthen family-school connections, improve student attendance and engagement, and address barriers that prevent students from fully participating in school. The Navigator will provide culturally responsive, relationship-based support to students and families while connecting them with school and community resources. The Navigator will also be able to provide transportation when appropriate—for example, when a student misses the bus or when a family needs transportation to conferences, school meetings, or other school-related activities. This additional support will help reduce transportation barriers that can directly impact attendance, engagement, and family participation.

Rationale: How does this proposal align with our strategic plan?

This proposal supports the strategic plan by strengthening student attendance, family engagement, equity, and community partnerships. A dedicated Navigator will provide early, individualized support to students experiencing attendance or engagement challenges while helping families access resources and build stronger connections with Jefferson Elementary. Transportation support will provide an additional tool for addressing immediate barriers to attendance and family participation. The position will also use attendance and family engagement data to identify recurring barriers, evaluate interventions, and advocate for sustainable systems-level improvements across the school and community.



What will be needed to implement this proposal:

Description of Need:	Estimated Budget	Funding Source
Staffing	\$30,000	Community Ed Fund - Youth Development
Curriculum	\$	
Textbooks	\$	
Technology	\$	
Supplies	\$	
Space	\$	
Other	\$	
Other	\$	
Total Estimated Budget	\$30,000	

Submitted by Cassie Riopelle

Date 8/13/2026

Approved by _____

Date _____

Supervisor Approval _____

Date _____

Send this completed form and any attachments to the Director of Finance & Operations.